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DDA 84-0046/28
20 July 1984

MEMORANDUM FOR: Director of Central Intelligence

FROM: Harry E. Fitzwater
Deputy Director for Administration

SUBJECT: Weekly Report for Period Ending 20 July 1984

1. Progress reports on tasks assigned by the DCI/DDCI:

None.

2. Items/events of interest:

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b. The Office of Security provided support to the Director of Legislative Liaison on the question of our reporting responsibilities to the Congressional oversight committees. This is part of the Legislative Liaison reevaluation of the adequacy of our reporting to these committees. The Director of Legislative Liaison requested advice regarding trends and developments concerning unauthorized disclosures which might affect these reporting relationships.

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c. Since September 1982, our Industrial Security Awareness program has involved visits to [] Agency contractor facilities and the briefing of [] contractor employees. All levels of contractor management have participated in the program which emphasizes a two-hour presentation entitled Soviet Espionage in Industry. These presentations have been very well received.

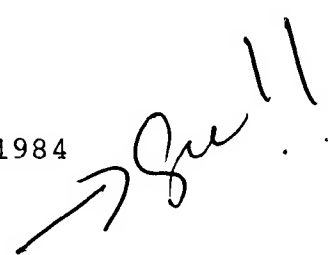
d. The second shipment of four hydraulic barricades for the Headquarters compound has arrived. Installation at the George Washington Parkway and Route 123 entrances will begin shortly.

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f. On 11 July, the Office of Finance advanced GSA \$16.8 million toward construction of the New Building. This advance was for construction to be performed under Bid Package Number 3, Powerhouse Modifications.

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h. The William J. Donovan Memorial Foundation, Inc., is preparing a film on General Donovan's participation in the OSS and would like to know if CIA will provide any film sequences. The letter is written by Geoffrey M.T. Jones, president of the Foundation, who mentions that Edward F. Boughton is producing the film. We believe both Mr. Jones and Mr. Boughton are officers in the Veterans of Strategic Services. We are working on arrangements to provide film sequences to the Foundation.

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k. Representatives from the Office of Personnel and the Office of Communications traveled to the Navy China Lake installation in California for briefings on the banding pay system in use at that facility. This trip provided information which will be useful in the development of criteria for the implementation of a banding pay system for OC personnel.

l. Office of Personnel officers briefed the PFIAB on the Agency's recruitment and applicant processing program. The meeting was arranged in response to PFIAB's interest in examining

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this activity in the Intelligence Community. During the discussion we used the uniqueness of Agency employment to solicit PFIAB support for an Agency supplemental retirement program, apart from that which OPM may offer.

m. The Office of Personnel has submitted five well-qualified Agency women as candidates for the OPM-sponsored Women's Executive Leadership Program. This program is for federally employed women in grades GS-9 through GS-12 who have shown exceptional managerial potential. OPM will select the finalist.

3. Significant activities anticipated during the coming week:

a. On Tuesday, 24 July, the DDA will address the senior women in the DA at a luncheon in the Executive Dining Room.

b. On Friday, 27 July, the DDA and the Directors of Security and Training will visit the Federal Law Enforcement Training Center at Glynco, Georgia.

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